

The Berryville Town Council held a joint meeting with the Clarke County Board of Supervisors on February 21, 2006 in the Board of Supervisors Meeting Room, Berryville, Virginia.

The following were present:

Council -	Richard G. Sponseller, Mayor Wilson Kirby Lawrence Russell, III Allen Kitselman
Absent-	Allan W. McWilliams, Recorder Barry Nicholson
Staff -	Keith R. Dalton, Town Manager Celeste Heath, Town Clerk
Press -	Winchester Star: Suzanne Wilder Clarke Courier: Claudia Bigelow

Joint Discussion of Town/County Administrative Facility

Mayor Sponseller called the TOWN COUNCIL MEETING to order at 2:30 p.m.

Lowell Baughan, architect with Baughan & Baukhages Architects AIA, presented conceptual drawings of the proposed joint facility with three wings, one each for the Town, County and the Library, that could work independently of the others while utilizing shared space. Mr. Baughan discussed the seven heating and cooling zones planned for the and how this can result in considerable savings. There was then a general discussion of the conceptual drawings.

Mr. Dalton then requested that the Town Council and the Board of Supervisors approve the Berryville Clarke County Joint Administrative Building Schedule, which he distributed. By consensus of both the Town Council and Board of Supervisors set a joint public hearing to solicit citizen comments on the proposed structure was scheduled for March 22, 2006 at 6:30 pm with a follow up meeting on March 29, 2006 at 6:30 pm, if necessary.

Mr. Baughan distributed a preliminary budget for the project. He said that the site work estimate was a ballpark estimate that did not include rock excavation.

Supervisor Dunning expressed his appreciation for the simplicity of the presentation, the plan and the firm's dedication to stay within the budget. Council member Kitselman concurred with Mr. Dunning and said that the building fits nicely on the site and with to the Barns and surrounding area.

On motion by Council member Russell, seconded by Council member Kirby and passed, the following schedule for the construction of the Berryville/Clarke County Joint Administrative Building was adopted.

Recorded Vote:	Aye – Richard G. Sponseller, Mayor Wilson Kirby Allen Kitselman
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Lawrence Russell, III

Nay – None

Absent - Barry Nicholson
Allan W. McWilliams, Recorder

**Berryville / Clarke County Joint Administrative Building
SCHEDULE**

<u>Conceptual Design and Prelim Budget Due:</u>	3/7/06
<u>Conceptual Design Review Period</u>	3/7/06 to 3/30/06
Joint Public Hearing on Concept	3/22/06
Second Joint Meeting (if necessary)	3/29/06
<u>Conceptual Design & Prelim Budget Comments Due:</u>	3/31/06
Complete comments from Town and County on Schematic Design to be submitted to Baughan and Baukhages.	
<u>Schematic Design Due:</u>	4/21/06
<u>Schematic Design Review Period:</u>	4/21/06 to 5/4/06
<u>Schematic Design Review Comments Due:</u>	5/5/06
Complete comments from Town and County on Design Development to be submitted to Baughan and Baukhages.	
<u>Design Development Due</u>	6/10/06
<u>Design Development Review Period</u>	6/10/06 to 6/22/06
<u>Design Development Review Comments Due</u>	6/23/06
Complete comments from Town and County on Design Development to be submitted to Baughan and Baukhages.	
<u>Construction Documents Due:</u>	10/11/06
<u>Construction Document Review Period:</u>	10/11/06 to 11/2/06
<u>Construction Document Review Comments Due:</u>	11/3/06
Complete comments from Town and County on Construction Documents to be submitted to Baughan Baukhages.	
<u>Permitting (BD, PC, USDA, DHR):</u>	11/6/06 to 1/12/07
<u>Bidding/Negotiation:</u>	1/15/07 to 2/23/07
<u>Construction Phase:</u>	3/12/07 to 2/1/08
<u>Occupancy:</u>	2/18/08

The Board of Supervisors then unanimously approved the foregoing schedule as well.

There being no further business, the Council meeting was adjourned at 2:55 p.m.

Richard G. Sponseller, Mayor

Allan W. McWilliams, Recorder